



BOARD ON CORRECTIONAL TRAINING STANDARDS AND EDUCATION

February 4, 2010 - 10:00 a.m.

BOARD MEMBERS PRESENT:

Victoria MacKenzie (Chair), Clark County Sheriff's Office
Mike Wait, King County Dept. of Adult and Juvenile Detention
Bryan Davies, King County Dept. of Adult and Juvenile Detention
Pat Love, Pierce College
Mary Ellen Reimund, Central Washington University
Susanne White, Seattle Municipal Court Probation
Margaret Gilbert, Washington Corrections Center for Women

WSCJTC STAFF PRESENT:

Michael D. Parsons, Executive Director
Brandon Rogel, Assistant Manager, Corrections Division
Darlene Tangedahl (Recorder), Administrative Assistant

WELCOME AND OPENING REMARKS

The Chair called the meeting to order at 10:05 a.m. A quorum was present.

APPROVAL OF MINUTES OF NOVEMBER 5, 2009 MEETING

A motion was made by Mary Ellen Reimund to approve the minutes. Motion was seconded by Bryan Davies. Motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

The Governor decided to consolidate services in some small agencies in three areas:

Office of Financial Management (OFM) - OFM is looking at taking over much of the Commission's Fiscal Division responsibilities. The Commission is facing the possibility of losing all of the Fiscal Division staff. Dr. Parsons has explained that if all these tasks are absorbed by OFM, the WSCJTC still needs staff on site to manage the tasks we currently perform to include preparing material for OFM staff use. The WSCJTC would be charged for the services provided by OFM. The change is scheduled to take place July 1, 2010.

Department of Personnel (DOP) - Eva Santos, Director of DOP was at the Small Agency Cabinet Meeting and confirmed that there was going to be consolidation of agency human resource services, but she was uncertain as to the full plan to absorb small agency HR functions. This was

not yet fully developed as a plan for the Department of Personnel. Questions remain as to what would happen to the WSCJTC's one FTE.

Department of Information Services (DIS) - Has been identified as taking over key WSCJTC Information Technology functions. They would, in essence, take care of the Commission's email, servers and desk tops. The Commission would be charged for the services provided by DIS.

SSB6503 refers to furloughs for state employees. The substitute bill would allow agencies discretion in terms of how to make up the money, in order to avoid furloughs for the employees. The original bill stated that furloughs would start in March on specified days, through the end of June 2011. The substitute bill says that agencies can make up the deficit through furloughs, lay-offs, and early retirements. The Senate has passed the substitute bill and it has gone to the House Ways and Means Committee.

HB2517 and SB6426 have been introduced which would abolish both the Board on Correctional Training Standards and Education, and the Board on Law Enforcement Training Standards and Education. The Governor had requested the abolishment of a whole host of boards and commissions during last year's session but was unsuccessful in accomplishing this. The remainder of those boards and commissions that survived last year is now back on the chopping block this year. The House bill will most likely be passed.

In the Governor's budget, the Commission will be losing \$220,000 in the current bi-ennium, in addition to the money already lost from previous cuts from the 2009 operating budget. This had translated into losing one staff member. As a result, a curriculum design staff member has already left, as of February 1, 2010.

One idea currently being discussed in the current legislative session has been the suggestion that the BLEA firearms training be transferred from the Commission back to individual cities and counties. The Commission's concern is that if it isn't conducted at the WSCJTC as currently taught, this would create inconsistencies in firearms training and standards. There was also a discussion about doing a portion of the BLEA academy via long distance learning, in order to save two weeks of training conducted on campus. Several years have been spent putting together the Problem Based Learning (PBL) academy. Therefore, the timing is not right to use the distance learning as part of BLEA. Another suggestion was made to place 40 students in a class. The classroom size is not conducive to a 40 member class, and it would cost more money, not less money.

The Governor's budget mandated that all BLEA classes would have 30 students. The Commission started this in January. This does not impact Corrections, as it only addressed BLEA class size.

The building of the new dorm is not supported in the Governor's budget. A task force which is made up of three Commissioners and three WASPC representatives is looking at the study that was designed to decide if the training center should be combined with the Washington State Patrol training center in Shelton. The \$100,000 study decided that the WSP should move to the Burien training center. Chief Batiste from the WSP did not agree. The WSP recently spent \$1 million for property at the Shelton training center.

Students are not being housed in the old dorm, due to safety concerns. Dr. Parsons is going to ask the Commission in March to support his decision. Starting in June, the cost to house students in hotels will be approximately \$800,000 for the next fiscal year. Dr. Parsons is hoping to set up a meeting with Senator Brandland and the Governor's Office to discuss the need to build the dorm.

CORRECTIONS DIVISION STAFF REPORT

Brandon Rogel, Assistant Division Manager

Class Enrollment

A handout was provided. The handout included enrollment figures for all Corrections academies. There was no COA in January due to low enrollment. The JRCA scheduled for January was cancelled. It is likely that the JSA April academy will be cancelled and the JCOA scheduled for March will probably be cancelled. The last two COA classes have averaged 13 students. The average for 2009 was 27. The COA class starting February 22nd will have 11 students.

The number of JCOA classes will most likely be cut. The December JCOA only had six students. There is only one application for the March class. There are six applications for the April JSA class, but four of the applications are for tribal, leaving only two county mandated applicants.

There is typically one MPCCA class per year. The class that was held last year had 10 students.

Susanne White said that the RCW states that staff must attend within six months of hire date, and asked if the RCW could be changed to offer more flexibility with offering these academies. Dr. Parsons said that it would be better to ask for an exception through the Commission than go about the process to change legislation at this time.

The Juvenile Rehabilitation Administration sends their staff to the JRCA and the JSA. They have typically held four academies per year. Trent Phillips assisted greatly in getting 10 applications for the May 2010 JRCA.

Pat Love commented that her experience has shown that smaller classes influence curriculum presentation. She asked the minimum number of students required in order to conduct an academy. Dr. Parsons commented that below 10 students, we would consider the impact on total class size to conduct an academy. Brandon commented that below 10 students affects the

efficiency and effectiveness of doing a course. He gave the example that the December JCOA was held for six students, and added that the smaller JCOA classes did afford more practice time.

Academies Redevelopment Timeline

The COA starting on February 22nd will be the pilot PBL academy. The PBL development process began in 2007 when the Commission began looking at how the students were taught and what they learned. A job duty frequency study was done. Funding concerns at that time and since have not allowed for the two-week academy expansion that was recommended at that time. The Commission did not pursue monies from the legislative session in 2007 or subsequently to increase academy time.

In 2008, a Job Task Analysis was performed and the Curricula Gap Analysis was done. It was determined that the best way to work with what they had was to use a new model. BLEA now uses PBL, which was several years in development.

The Corrections Division Strategic Plan moved them toward what type of division they needed to be and ultimately, what to teach the students and how best to teach them. The JCOA is the next academy slated to be taught using PBL. Eventually, all Corrections academies will be taught using the PBL method. The Juvenile Rehabilitation Administration is looking at combining all their staff into one academy as part of the PBL redevelopment process for their staff.

Seth Grant and Steve Lettic have been a great help in assisting the Corrections Division with developing the COA PBL.

Brandon provided a handout describing the old COA compared to the new PBL COA. The academy hours remain the same for the total 160 hours. Defensive Tactics and Security Management Skills, Mock Scenes, and written examinations, the things that are basic, do not change. Journaling was added during the last year, and will continue. As noted on the table, journaling continues as does report writing and other testing but the main difference between the sections for Old COA and New PLB testing and assessment is that students will do a final presentation, encapsulating what they have learned in the four weeks.

Brandon noted that the “bottom line” to all the changes is: The students will participate in the academy differently. For PBL to be effective, a student must be effective in group work, solving problems as a team. Brandon sought questions or comments from the Board about the redevelopment process.

Pat Love said that it is their experience that students are coming in much more computer literate than in the past. As a result they have dropped a basic course on computer use as part of their training. Brandon said that the same is true of the younger generation of academy

students. We anticipate technology savvy students will produce higher quality material for this new PBL academy. One example is the mid-academy assignment to include a Handcuffing/Pat Search Field Guide complete with pictures of actual techniques.

All Board members were provided with a copy of the Board's Annual Report. The Chair complimented Pam Clark on the report.

OLD BUSINESS

None

NEW BUSINESS

None

The Chair stated that the next meeting is scheduled for May 6th. Correctional Officers Week is during that time. It was pointed out that members may be busy with activities during that week. It was also pointed out that the May 6th meeting might be the last meeting of the Board. The Chair suggested that we plan to meet as scheduled but noted that the meeting should only be held if a quorum was confirmed to be present. Member attendance is possible to determine with a minimum one or two week notice prior to the meeting.

A motion was made by Pat Love to adjourn. Seconded by Susanne White. Motion carried unanimously. Meeting adjourned at 10:40 a.m.

**The next meeting is scheduled for:
May 6, 2010 - 10:00 a.m.**

Written by: _____
Darlene Tangedahl, Admin. Assistant February 8, 2010

Reviewed by: _____
Brandon Rogel, Corrections Assistant February 8, 2010
Manager

Approved by: _____
Victoria MacKenzie, Chair March 9, 2010